

Rev. 01/01

Expenditure Report - [FIS-10665-1](#), [FIS-10665-2](#), [FIS-600-1](#) (Attached)

The FIS-10665-1, FIS-10665-2 and FIS-600-1 may be submitted in one of the following ways:

1. By paper copy

DWD/CARS Unit
PO BOX 7946
MADISON WI 53707-7946

2. By e-mail attachment

Address: dwdcars@dwd.state.wi.us

Subject Line of email:

Include the agency name, agency type and month of the expenditure report period.

Example: Adams Co 161 Jan 00

Note: We have an expenditure report template developed for your use in MS EXCEL. However, you may use a report template that you have developed, provided the format is VERY close to the FIS-10665-1/FIS-10665-2 or FIS-600. It must contain the same information fields as the original form. Any user-developed template must include the certification language at the bottom of the FIS-10665-1/FIS-10665-2 or FIS-600 forms. Please call or e-mail if you would like a copy of the expenditure report template.

3. By FAX

608-267-7952

Monthly certifications are no longer required for DWD reports. An annual year-end Certification of Claim (see attached) must be submitted to the CARS Unit with your FINAL Expenditure Report for an agency type. Submit to the mailing address on the Certification.

DWD also requires an annual Electronic Expenditure Report Certification (see attached) to be on file if reports are submitted via electronic mail.